

Jim Doyle
Governor

**WISCONSIN DEPARTMENT OF
REGULATION & LICENSING**



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**FUNERAL DIRECTORS EXAMINING BOARD MEETING
ROOM 179A, 1400 EAST WASHINGTON AVENUE, MADISON, WI
CONTACT: JERRY LOWRIE (608) 261-4486
TUESDAY, SEPTEMBER 16, 2003
9:30 A.M.**

1. CALL TO ORDER
 - a. Declaration of Quorum
2. Adoption of Agenda
3. Approval of Minutes (08/05/03)
4. Administrative Report
 - a. Jerry Lowrie, Bureau Director
 - i. Board Roster
 - ii. Meeting Dates for 2003
 - iii. Meeting Dates for 2004
 - iv. To-Do List
 - v. Summary Reports on Pending Court Cases, Disciplinary Cases and Administrative Rules
5. Travel
 - a. International Conference of Funeral Services Examining Boards, April 23-25, 2004, St. Louis Mo.
6. Legislative Update
 - a. Review Cremation Bill LRB 1045 – Jacquelynn Rothstein
7. Legal Counsel – Jacquelynn Rothstein
 - a. Embalming in Places Other than a Licensed Funeral Home-HFS 136.03(2)
8. Continuing Education Issues
 - a. Status report – Rick Unbehau, Board Member
9. Examination Issues
10. Board Member Activity
11. Practice Questions
12. New Business
13. Presentation of Proposed Stipulations by Division of Enforcement that May be Submitted after Mailing of the Agenda
14. CONVENE TO CLOSED SESSION to deliberate on cases following hearing (s. 19.85(1)(a), Stats.; consider closing disciplinary investigation with administrative warning (s. 19.85(1)(b), Stats. and 440.205, Stats., to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.; and, to confer with legal counsel (s. 19.85(1)(g), Stats.)
 - a. Monitoring Report
 - i. Juan Barquet
 - ii. Todd Mann
 - b. Case Closings and Case Status Report
 - i. 03 FDR 010
 - c. Pending Applications
 - i. Diangelo Wragg
 - d. Applications Received After Mailing of Agenda
 - e. Deliberation on Proposed Stipulations that May be Submitted after Mailing of the Agenda
 - f. Deliberation on Proposed Administrative Warnings
15. RECONVENE TO OPEN SESSION
16. Vote on Items Considered or Deliberated Upon in Closed Session, If Voting is Appropriate

17. ADJOURNMENT
 18. Next meeting: November 11, 2003
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FUNERAL DIRECTORS EXAMINING BOARD SCREENING PANEL
ROOM 180, 1400 EAST WASHINGTON AVENUE, MADISON, WI
CONTACT: DAVID O'CONNELL (608-261-4490)
TUESDAY, SEPTEMBER 16, 2003
9:00 A.M.

1. Call Open Session to Order
2. Convene To Closed Session to consider discipline (s. 19.85(1)(B), Stats., and to consider individual histories or disciplinary data (s. 19.85(1)(f), Stats.
 - a. Screen complaints received from the public against credential holders. The panel consists of two Board members and Department Staff.
3. Reconvene to Open Session
4. Vote on Items Considered or Deliberated Upon In Closed Session
5. Adjournment

MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC UNLESS OTHERWISE NOTED. IF A BOARD ADJOURNS TO CLOSED SESSION, RECONVENES IN OPEN SESSION TO VOTE ON ITEMS CONSIDERED IN CLOSED SESSION, AND DURING VOTING DETERMINES THAT ADDITIONAL DELIBERATIONS ARE NECESSARY FOR VOTING, THE BOARD MAY ADJOURN TO CLOSED SESSION TO CONTINUE DELIBERATIONS AND THEN RECONVENE INTO OPEN SESSION FOR VOTING.

Meetings and hearings may be cancelled without notice. Times listed for meeting items are approximate and depend on the length of discussion and voting. The board may also consider in closed session, stipulations filed after the printing of this notice. Meetings may be confirmed by a telephone call to the listed contact person. Examinations are open only to authorized candidates. Times listed for the commencement of disciplinary hearings may be changed by the examiner for the convenience of the parties. All meetings are held at 1400 East Washington Avenue, Madison, Wisconsin, unless otherwise noted. For a complete copy of the board's agenda, contact the board listed above. Interpreters for the hearing impaired provided on request. Contact the Affirmative Action Officer, (608) 266-2112.